



MICHIGAN SUPREME COURT
MICHIGAN JUDICIAL INSTITUTE

Michigan Hall of Justice • PO Box 30205 • Lansing, MI 48909
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September 7, 2006

PROGRAM ANNOUNCEMENT

Family Division Referee Seminar

November 1-2, 2006
Michigan Hall of Justice
Lansing, Michigan

Program Description

The Michigan Judicial Institute (MJl) is pleased to offer a seminar designed for family division referees. This seminar consists of two separate day-long sessions.

On Wednesday, November 1, the program is designed for juvenile division referees. The agenda will include the following presentations:

- Statutory, Court Rule and Caselaw Update
- Collateral Consequences of Delinquent Behavior
- Financial Implications of Referee Decisions
- Juvenile Mental Health Issues

On Thursday, November 2, the program is designed for domestic relations division referees. The agenda will include the following presentations:

- Qualities and Practices of a Good Referee: Observations of a Family Law Practitioner
- Statutory, Court Rule and Caselaw Update
- Substantial Change of Circumstances and Proper Cause Determinations
- Ethics Update
- Legal Residence, Change of Domicile, and 100 Mile Rule Update
- Imputation of Income and Deviation from the Child Support Formula
- Administrative Lien/Levy Process

Participant Eligibility

Due to program design and content, seminar attendance is limited to family division referees. Referees who are cross-assigned, or in the process of being cross-assigned, to both the juvenile and domestic relations divisions may attend both days.

Pre-Registration Procedure

Individuals interested in attending this program must complete the attached application form (form may be duplicated). The application form must be received by MJl no later than **Friday, October 6, 2006**.

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Program Logistics

The program will commence at 9:00 a.m. and conclude by 4:00 p.m., both days.

Please be advised that a request for attendance is a commitment to attend and complete the entire seminar.

Lodging

Double-occupancy lodging is assigned by MJJ at the **Sheraton Lansing Hotel** for the evening prior to the date(s) of attendance. To qualify for MJJ paid lodging, your office must be located more than 100 miles from the seminar site.

If a single room is requested, the participant is responsible for the additional lodging room cost. Please make the appropriate lodging request on the attached application form. Facility space constraints do not allow MJJ to make any arrangements for lodging of spouses, family or friends of seminar participants.

Meals

Participants will be provided with a luncheon and refreshment breaks each day of the seminar. All other meals and incidental expenditures, including mileage, telephone calls, entertainment, etc., are the responsibility of each individual or his/her governmental funding unit.

Persons with Disabilities

The Michigan Hall of Justice accommodates persons with disabilities. If you require special accommodations due to a disability, please indicate your needs on the attached application form.

Confirmation

Applicants selected for attendance will be mailed individual confirmation letters and other pertinent information immediately following the close of registration. If you have applied for the seminar and do not receive a confirmation letter at least 10 days prior to the seminar date(s), please contact MJJ.

Questions

If you have questions concerning the program or the application process, please call Peter Stathakis, Program Manager, at (517) 373-7607 or Anne DeMarco, Program Assistant, at (517) 373-7349 or by e-mail at stathakisp@courts.mi.gov or demarcoa@courts.mi.gov

**APPLICATION DEADLINE:
FRIDAY, OCTOBER 6, 2006**

APPLICATION FORM

Family Division Referee Seminar

**November 1-2, 2006
Michigan Hall of Justice
Lansing, Michigan**

Note: Each participant must complete a separate application form

Please Mail or Fax Completed Form To:

**Anne DeMarco
Michigan Judicial Institute
P.O. Box 30205
Lansing, MI 48909
Fax: (517) 373-7615**

Name: (Ms./Mr.) _____

Title: _____

Court: _____

Court Address: _____

Telephone: _____ E-Mail _____

Are you a full time family division referee? Yes _____ No _____

If "No", please
explain _____

Assigned to (check all that apply):

Juvenile division _____ Domestic relations division _____

Attorney referee _____ Non-attorney referee _____

Over Please ►

Seminar Selection (check all that apply):

I will attend:

- ☐ **Wednesday, November 1 (juvenile division referee session)**
- ☐ **Thursday, November 2 (domestic relations division referee session)**

To register for both days, you must be cross-assigned (or in the process of being cross-assigned) to perform both domestic relations and juvenile referee functions.

Lodging Specifications

Double-occupancy lodging assigned by MJJ is available at the Sheraton Lansing Hotel for participants whose offices are located more than 100 miles from the seminar site. If a single room is requested, the participant is responsible for the additional lodging room cost. Please indicate your lodging requirements below.

- ☐ I will not require lodging.
- ☐ I will require lodging for the evening of Tuesday, October 31 (attending the seminar on November 1).
- ☐ I will require lodging for the evening of Wednesday, November 1 (attending the seminar on November 2).

If you would like a single-occupancy room, please indicate below:

_____ YES, if possible, I would prefer single-occupancy lodging and will accept responsibility for payment (\$32.50 per night plus applicable taxes).
Note night(s) of lodging above.

I am a: _____ Non-Smoker _____ Smoker

Preferred Roommate: _____ Court: _____

NOTE: If your office is LESS THAN 100 miles from the seminar site, you do not qualify for MJJ paid lodging. However, if you are willing to pay your own lodging costs (\$65 per night plus applicable taxes for a single-occupancy room and \$74 per night for a double-occupancy room), contact the Sheraton Lansing Hotel directly at (517) 323-7100. Advise them that you are attending an MJJ seminar and you will pay all expenses for your lodging.

Please list below any special accommodations, due to a disability, that you require during your stay.

Lodging Cancellation

For participants eligible for MJJ paid lodging: MJJ arranges guaranteed room reservations based upon your request. Please direct all room changes and/or cancellations to Anne DeMarco at the Michigan Judicial Institute, (517) 373-7349. **All cancellations after 3:00 p.m. on Tuesday, October 31 must be made directly with the Sheraton Lansing Hotel (517) 323-7100. If your reservation is not canceled, YOU will be responsible for lodging costs incurred.**

Required Signatures ↓

Applicant Signature

Date

Chief Judge or Court Administrator Signature

Date

APPLICATION DEADLINE: FRIDAY, OCTOBER 6, 2006